

Date
7 Dec 1987

ROUTING AND TRANSMITTAL SLIP

TO: (Name, office symbol, room number, building, Agency/Post)

	Initials	Date
1. ADD/EBS		8 DEC 1987
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Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS*Bab,*

*Does PERS ILC box us into
paying all cases. We had discussed
with OPM that we may want to
turn some cases over such as
short term employees who resign.*

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

Phone No.

★ U.S. GPO: 1986-491-247/49912

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.606

SUPPLEMENTAL MEMORANDUM OF UNDERSTANDING
Financial Aspects of Retirement Administration

I. Purpose

The purpose of this supplemental memorandum is to summarize the understandings between the Office of Personnel Management and the Central Intelligence Agency with respect to financial aspects of Agency administration of retirement matters under the provisions of the Federal Employees' Retirement Act of 1986. This Memorandum supplements the Basic Memorandum of Understanding, dated _____, and is to be considered one of the supplemental memoranda cited in paragraph IV 3 thereof.

II. Specific Responsibilities/Procedures (Keyed to the Applicable Subparagraphs of 5 U.S.C. 8347 and 8461)

a. 5 U.S.C. 8347(n)(1)(B) and 8461(j)(1)(B)

The Agency will establish and maintain financial accountability over all retirement deductions, prior service deposits, and redeposits associated with the service of employees for which retirement benefits are to be determined by the Agency; this will include records relating to service with other agencies, transferred by OPM to this Agency in anticipation of retirement from this Agency.

b. 5 U.S.C. 8347(n)(1)(D) and 8461(j)(1)(D)

The Agency will compute and collect deposits or redeposits for eligible prior military and civilian service in accordance with OPM guidelines; such deposits and redeposits will be remitted to OPM periodically in summary in a format agreeable to OPM.

c. 5 U.S.C. 8347(n)(1)(E) and 8461(j)(1)(E)

- ✓ The Agency will make disbursements for all categories of entitlements and for refunds of deposits as applicable. Disbursements will be financed with Agency funds with prompt reimbursement to be provided by the Office of Personnel Management (via the OPAC mechanism when it is established by the Agency) from the Civil Service Retirement and Disability Fund. All such disbursements will be subject to the same approval, certification, and control mechanisms as are used by this Agency for disbursement of the funds of any other Government agency for which this Agency becomes accountable. All claims for reimbursement will be documented in summary for each detail category for which OPM records disbursements from the Fund. The documentation for such claims will be in a format agreeable to OPM.

d. 5 U.S.C. 8347(n)(1)(F) and 8461(j)(1)(F)

- (1) The Agency will use OPM Employer Identification Number (EIN) 52-1487177 (obtained by OPM for exclusive use by this Agency for reportable disbursements chargeable to the Fund) for reporting taxable payments and Federal Income Tax Withholdings to the Internal Revenue Service for all entitlements paid by the Agency which are chargeable to the Fund. The Agency will be responsible for answering all correspondence on such reporting directly with the IRS or with the annuitants.
- (2) The Agency will establish appropriate post office box addresses, which will be provided to Agency annuitants paid under the above EIN, for use in verifying annuity payments for credit or other purposes, as required. Should any inquiries be received directly by OPM for an individual who is identified as being administered by the Agency, OPM will forward the inquiry to the Agency for response.
- (3) The Agency will waive recovery of payments it makes from the Fund, consistent with the guidelines established in 5 U.S.C. 8346(b) and 8470(b).

e. 5 U.S.C. 8347(n)(2)(B) and 8461(m)(2)

The Agency will make its records of disbursements chargeable to the Fund available for audit and inspection by OPM representatives who hold Agency Top Secret security clearances, under arrangements consistent with Agency security and cover constraints.

Approved for the Office of Personnel Management this _____ day of _____ 1987.

_____, Office of Personnel Management

Approved for the Central Intelligence Agency this _____ day of _____ 1987

Director of Finance, Central Intelligence Agency